



1-09-011

Contract # 5361
(obtain from City Clerk)

CONTRACT REVIEW/APPROVAL ROUTING FORM

INSTRUCTIONS:

1. First time original contracts

- Contact City Clerk's Office for Contract Number
- One copy of the Contract Routing Form
- Two original contract documents

2. Amendments/Change Orders

- Contact City Clerk's Office for a NEW Contract Number
- One copy of the Contract Routing Form
- Two original amendments/change orders
- One copy of the original contract

FILED
JUN 16 2009
CITY CLERK
CITY OF SHORELINE

CONTRACT DESCRIPTION

Originator:	Brian Breeden	Routed by:	Lorrie Jennings
Department/Division:	Public Works/Operations/Street Ops	Date:	June 8, 2009
Type of Contract:	<input type="checkbox"/> (A) Addendum/Change Order <input type="checkbox"/> (W) Public Works <input type="checkbox"/> (O) Other <input type="checkbox"/> (GR) Grants <input type="checkbox"/> (S) Purchase of Services <input type="checkbox"/> (L) Lease Agreement <input checked="" type="checkbox"/> (I) Intergov't Agreement		
CONTRACT TITLE:	2009 Road Overlay Program		
Brief Description of Services:	King County's contractor will provide labor, equipment and materials for the 2009 Road Overlay Program.		
Contract Modification:	Has the original contract boilerplate language been modified? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
If yes, list which sections have been modified:	Using King County's Discretionary Work Request form.		
Bid/RFP Number:	022		
Name of Consultant/Contractor:	King County Roads Services Division		
Effective Date:	Upon Execution	Termination Date:	December 31, 2009

Total Amount of Contract (including reimbursable expenses): \$750,000.00

Org Key - Obj Number:	2918151-5650	Amount:	\$750,000.00	J/L Number (if required):	ST107400-0601
Org Key - Obj Number:		Amount:		J/L Number (if required):	
Org Key - Obj Number:		Amount:		J/L Number (if required):	
Org Key - Obj Number:		Amount:		J/L Number (if required):	

Budget: Are there sufficient funds in the current budget to cover this contract? ☒ Yes ☐ No

If no, where are the additional funds coming from?

Payment Terms (monthly installments, progress payments, etc.): As Scheduled

Remarks: see memo *related to #022 (?)

SIGNATURE ROUTING

- | | |
|----------------------------------------------------------------------------------------|----------------------------------------------------------------------------|
| <input checked="" type="checkbox"/> 1. Project Manager/Director | <input checked="" type="checkbox"/> 6. City Council approval (if required) |
| <input checked="" type="checkbox"/> 2. Risk Management/Budget | <input checked="" type="checkbox"/> 7. City Manager |
| <input checked="" type="checkbox"/> 3. City Attorney | <input type="checkbox"/> 8. City Clerk |
| <input type="checkbox"/> 4. Send to Consultant for signature (only contract documents) | <input checked="" type="checkbox"/> 9. Originating Department |
| <input checked="" type="checkbox"/> 5. Department Director | |

PRIOR TO EXECUTION - MUST BE ATTACHED

For Public/Small Works Contracts:

For Service Contracts:

- | | | |
|---------------------------------------------------------|-----------------------------------|---------------------------------------------------|
| <input type="checkbox"/> Contractor Responsibility Form | <input type="checkbox"/> W-9 Form | <input type="checkbox"/> Certificate of Insurance |
| <input type="checkbox"/> Contract Bond/In Lieu of Form | | <input type="checkbox"/> W-9 Form |
| <input type="checkbox"/> Certificate of Insurance | | |



Memorandum

DATE: June 9, 2009

TO: Robert L. Olander, City Manager

FROM: Mark Ralph, Public Works Director

VIA: Jesus Sanchez, Operations Manager
Brian Breeden, Street Maintenance Supervisor

RE: 2009 Road Overlay Program

Contractor Name and Project:

This work request will enable the King County Roads Services Division to provide a contractor for the City's 2009 Road Overlay Program.

Scope of Services:

The work shall include approximately 2.2 centerline miles of street overlay identified in this year's overlay recommendation. King County will provide the design, engineering services, pavement overlay, and cleanup, as part of the 2009 Road Overlay Program

Selection Process:

Each year, King County receives formal bids for their countywide overlay program. To take advantage of the lower unit prices by bidders on a large project, the City of Shoreline has used the King County Contractor for the past several years.

Financial Impact:

The 2009 CIP budget for the Annual Road Surface Maintenance Program is \$888,000.00. The amount for the Road Overlay Program is estimated at \$750,000.00. The remainder of the \$138,000 will be used for road maintenance preparation for the overlay. There is sufficient funds within the CIP budget for this contract.

Council Review:

✓ On June 8, 2009 the Council approved spending authority not to exceed \$750,000.00 for the 2009 Road Overlay Program and authorized the City Manager to execute a Discretionary Work Request with King County to complete the 2009 Road Overlay Program.

Schedule:

The termination date for this agreement is December 31, 2009.

**Shoreline
City Clerk**
Receiving
Number
5361

Date: 06/10/2009

6/10/09
Date

06/15/09
Date

Approved as to form:

Shoreline City Attorney

Scope of Work

The City requests King County Road Services Division to provide design, specifications, advertisement, construction and construction engineering and other matters pertinent to the inclusion of the City streets for overlay as part of the King County 2009 Overlay Program ("Project").

- The City certifies to the County that the City owns the real property or right-of-way to be overlaid, and additional real property or right-of-way is not needed.
- The City **shall not** submit any streets for inclusion into the Project, for which the City would be reimbursed with Federal Funds, or Federal Grants for design, right-of-way acquisition, or construction.
- The City agrees to pay for PS&E (plans, specifications, and estimate) costs consisting of on-site review, measurement and calculation of quantities of the City streets for the development of the engineer's estimate. The City recognizes that these costs will be incurred by the County prior to authorization of the Form B.
- The City is responsible for the preparation work for all the City streets on the list for overlay. The preparation work may include: pre-leveling, square cut and patching, sub-grade compaction, etc.
- The replacement and/or repair of any traffic loops, striping, RPMs, and other roadway appurtenances that are removed as required for the overlay shall be included as part of the Project.
- Any work needed on survey monuments must be done in compliance with RCW 58.09.130 and WAC 332-120 including, but not limited to: research, recovery and repair of monuments; pre-overlay inventory and referencing; and post overlay monument inspection, verification, or re-establishment. This work shall be included as part of the Project.
- In the event the County's contractor uncovers any materials while doing work solely related to the completion of the City's portion of the Project that requires special handling and/or disposal under any local, state or federal laws or regulations (including, but not limited to, hazardous waste, dangerous waste, toxic waste or contaminated soil) the City will be responsible for all costs incurred in handling and/or disposing of such materials.
- The City shall be responsible for all costs associated with the Project.
- The City and the County shall follow the communication protocol as outlined in the "Overlay Communication Plan" attached hereto.

Change Order Process

- The City shall identify to the County within fifteen (15) calendar days of the verified bid tabulation date, those streets identified with exclusionary language, that are to be deleted from construction.
- The City streets not identified for exclusion within the fifteen (15) calendar days shall be included with the construction contract.
- The total cost of the City streets identified with exclusionary language shall not exceed 25% of the City's portion of the Project.
- During performance of the construction contract, the City shall notify the County, in writing, of any changes or additions it wishes to make in the plans and specification which affect the City's portion of the Project and the County will notify the City which changes or additions shall be made, if feasible. The City shall be liable for all costs increases, (including delays or impacts to the County's contractor) if any, which may be incurred on the Project.

Overlay Communication Plan

Pre-Construction Phase

- At or before the Pre-Con, the City will provide contact information including cell number, email, and fax number for at least 2 people involved with the overlay.
- The City **must** be represented at Pre-Construction Conference.
 - The County will review communication procedures between the County, Contractor and City at this time.
 - The City will direct the County for methodology for citizen inquiries and/or complaints.
- Contractor's schedule(s) will be distributed to the City as received by the County.
- The City will be responsible for all citizen and utility notification.
- The City will notify the Resident Engineer for additional service requests such as:
 - Mobile signage requests
 - Off duty officer requests
 - Additional Quality Control not specified in contract.
- The County will provide the cost estimate for additional services requested.

Construction Phase

- The Resident Engineer will check-in with the City at least once a month if scheduled work is more than a month away.
- The Resident Engineer will brief the City on progress/status approximately 1-2 weeks prior to work starting in the City.
- During construction, the Inspector or the Resident Engineer will check in with the City daily.
 - The County will notify the City of all citizen contacts and disposition, either answered directly or referred to city staff.
- All changes requested during construction must be a written agreement signed by the City or an email authorizing the change (see attached authorization form) per the Change Order Process described above.

Attachment A: 2009 Overlay Streets

Street Name	From Description	To Description	Width	Length	Rating
N 200th ST	Wallingford Ave N	Burke Ave N	36	284	0
N 200th ST	Burke Ave N	Meridian Pl N	36	249	30
N 200th ST	Meridian Pl N	Meridian Ave N	36	162	20
N 200th ST	Aurora Ave N	Ashworth Ave N	36	1,308	0
NE 205/244	14th Ave NE	15th Ave NE	22	338	0
NE 205/244	15th Ave NE	19th Ave NE	22	1,326	3
NE 205/244	19th Ave NE	20th Ave NE	22	191	2
NW Innis Arden Dr	NW 166th ST	10th Ave NW	22	510	21
NW 166th ST	End of Road W	NW Innis Arden Dr	20	667	21
NW 167th ST	10th Ave NW	15th Ave NW	21	1,092	0
NW 167thST	15th Ave NW	16th Ave NW	22	733	0
NW 175th ST	6th Ave NW	10th Ave NW	24	286	30
NW 175th ST	10th Ave NW	12th Ave NW	22	409	22
NW 175th ST	12th Ave NW	13th Ave NW	22	808	4
NW 175th ST	13th Ave NW	14th Ave NW	22	278	0
NW 175th ST	14th Ave NW	15th Ave NW	22	226	0

Discretionary Work Request for King County Road Services**FORM A**

City of: Shoreline **Request Number:** SH-504 **Date:** 06/09/2009

Problem Description: The City has identified the list of streets attached to this request for requiring overlay.

Nature of Request: Include the attached list of city streets for overlay in the 2009 King County Overlay program.

Location: See attached list: Attachment A: 2009 Overlay Streets Street Name From Description To Description Width Length Rating N 200th ST Wallingford Ave N Burke Ave N 36 284 0 N 200th ST Burke Ave N Meridian Pl N 36 249 30 N 200th ST Meridian Pl N Meridian Ave N 36 162 20 N 200th ST Aurora Ave N Ashworth Ave N 36 1,308 0 NE 205/244 14th Ave NE 15th Ave NE 22 338 0 NE 205/244 15th Ave NE 19th Ave NE 22 1,326 3 NE 205/244 19th Ave NE 20th Ave NE 22 191 2 NW Innis Arden Dr NW 166th ST 10th Ave NW 22 510 21 NW 166th ST End of Road W NW Innis Arden Dr 20 667 21 NW 167th ST 10th Ave NW 15th Ave NW 21 1,092 0 NW 167th ST 15th Ave NW 16th Ave NW 22 733 0 NW 175th ST 6th Ave NW 10th Ave NW 24 286 30 NW 175th ST 10th Ave NW 12th Ave NW 22 409 22 NW 175th ST 12th Ave NW 13th Ave

Attachments: Scope of Work Budget

City Priority: High

Special scheduling requirements: City Budget not to exceed 750K

City Project Manager-Telephone Number: Brian Breeden 206-793-0028

Authorized By: Brian Breeden **Date:** 06/09/2009

FORM B

Project #: R44233 **Work Order #:** **Form B Sent to City Date:** 06/09/2009

Recommended Action: Include the attached list of city streets for overlay in the 2009 King County Overlay Program per the attached Scope of Work, Change Order Process, and engineer's estimate. City is responsible for any ADA ramps required upgrades and are not included as part of this project.

Proposed Schedule: Summer 2009

County Project Manager: Paul Moore

Cost Estimate: \$750,000.00

Authorized By (City - \$500): Robert Olander **Date:**

Comments: \$750,000 represents the city's budget; list of street will be adjusted accordingly to meet city's budget (rs). Scope of Work, Change Order Process provided to city via email on 4/28/09(rs).

Council Meeting Date: June 8, 2009

Agenda Item:

CITY COUNCIL AGENDA ITEM
CITY OF SHORELINE, WASHINGTON

AGENDA TITLE:	Authorize the City Manager to Execute a Discretionary Work Request with King County for the 2009 Road Overlay Program
DEPARTMENT:	Public Works Department
PRESENTED BY:	Mark Relph, Public Works Director Jesús Sanchez, Operations Manager

PROBLEM/ISSUE STATEMENT:

The purpose of this report is to request Council to authorize the City Manager to execute a Discretionary Work Request with King County for the 2009 Road Overlay Program.

FINANCIAL IMPACT:

Council has authorized \$888,000 in the 2009 CIP Budget for the Annual Road Surface Maintenance Program. The amount for the Road Overlay Program is estimated at \$750,000. The remainder of \$138,000 will be used for road maintenance preparation for the overlay.

RECOMMENDATION

Staff recommends that Council authorize the City Manager to execute a Discretionary Work Request with King County for the 2009 Road Overlay Program not to exceed the amount of \$750,000.

Approved By: City Manager ____ City Attorney ____

INTRODUCTION

King County has paved City of Shoreline streets with asphalt overlay since the City's incorporation in 1995. To meet the County's schedule of beginning the overlay project in early summer, a King County Discretionary Work Request must be signed. The purpose of this report is to request Council to authorize the City Manager to execute a Discretionary Work Request with King County for the 2009 Road Overlay Program.

BACKGROUND

The roads identified in this year's overlay recommendation have eroded to a degree where alternate methods of maintenance (other than overlays) would not result in the successful rehabilitation of the pavement conditions in these areas. In addition, completing these areas would reduce the number of customer requests received and the amount of reactive maintenance costs. Our primary objective is to effectively maintain or enhance the integrity of the City's roadway system in the most cost efficient manner. As in past years, we attempt to concentrate the overlay projects in specific neighborhoods to encourage better bid pricing and reduce the number of areas inconvenienced by the work.

DISCUSSION

Council has authorized \$888,000 in the 2009 CIP Budget for the Annual Road Surface Maintenance Program.

The proposed overlay program includes those roads with pavement conditions with ratings of poor to failing that cannot be effectively repaired using other treatment options. King County's schedule for beginning the overlay project is early summer.

Staff is requesting to contract with King County's Department of Transportation, Road Services Division to complete the City's 2009 Road Overlay Program. King County uses a formal bid process to choose a contractor. The funding for the Roads Overlay Program is budgeted at \$750,000 to overlay approximately 2.2 miles or 4.4 centerline miles of streets with King County (Attachment A). The City of Shoreline pays the appropriate amount based upon the tons of asphalt used for our streets. By using the County's contractor, the City is able to take advantage of lower bids.

The remainder of \$138,000 will be used for the road maintenance preparation and base repair work performed by City staff.

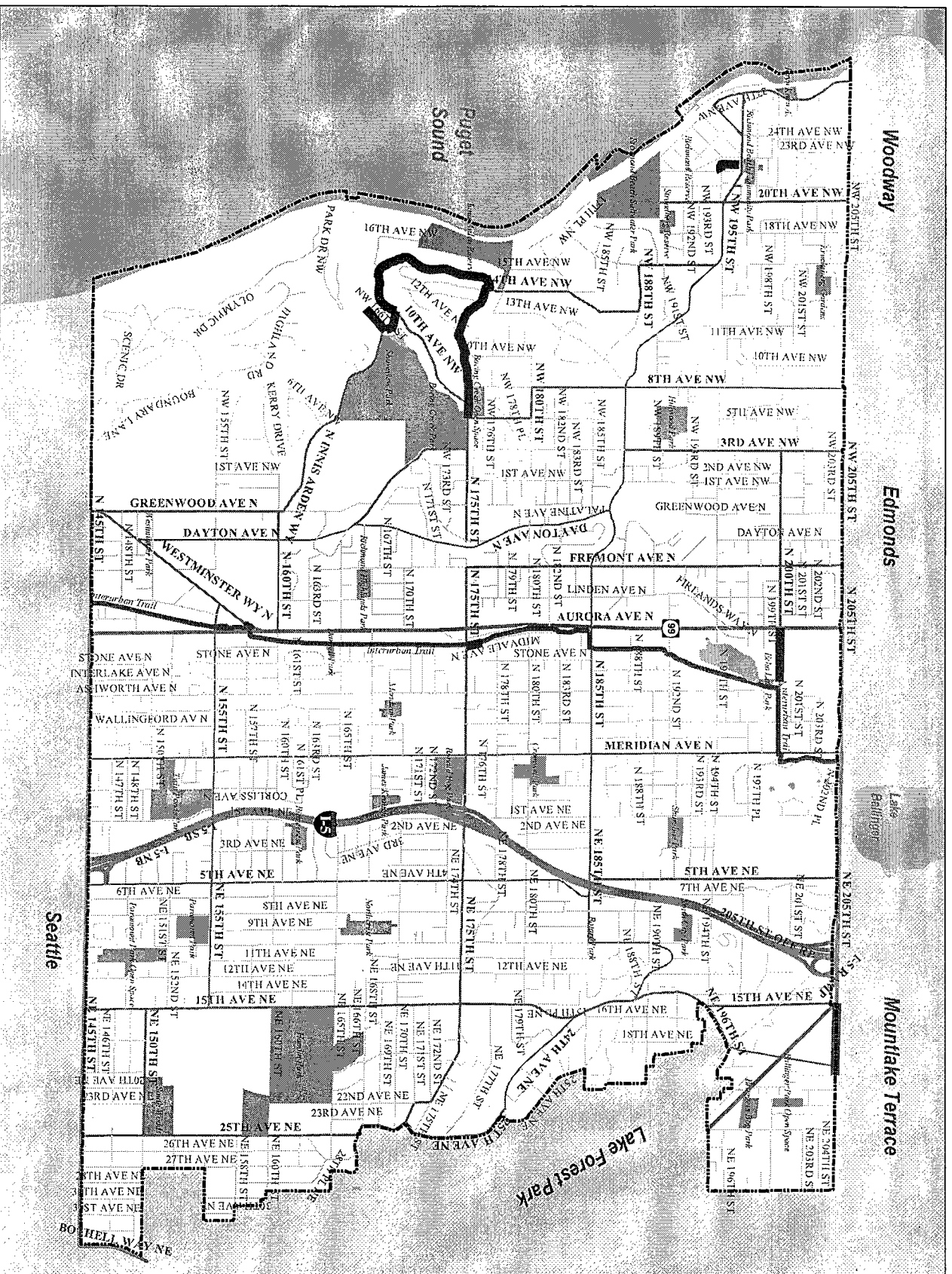
RECOMMENDATION

Staff recommends that Council authorize the City Manager to execute a Discretionary Work Request with King County for the 2009 Road Overlay Program in an amount not to exceed \$750,000.

ATTACHMENTS

Attachment A: 2009 Road Overlay Streets Program List

Attachment B: 2009 Proposed Street Overlay Map



SHORELINE

Geographic Information System

Attachment B

2009

Street Overlay

Overlay
2.2 Miles



No warranties of any sort, including accuracy, fitness, or merchantability, accompany this product.
Created on: May, 2009
Update on: May, 2009